

TEXAS DEPARTMENT OF LICENSING AND REGULATION PO Box 12157 ● Austin, Texas 78711-2157 (800) 803-9202 ● (512) 463-6599 ● FAX (512) 475-2871 www.tdlr.texas.gov ● cs.legal.service.contracts@tdlr.texas.gov

FOR-PROFIT LEGAL SERVICE CONTRACTS SALES REPRESENTATIVE REGISTRATION APPLICATION INSTRUCTIONS

This application is to be completed by the person who sells or offers to sell legal service contracts or group legal service contracts to another on behalf of a Legal Service Contract Company.

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. All information provided must be typed or printed in <u>black ink</u>. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper. Use a paperclip to fasten all pages together, with the cashier's check or money order on top. **Do not use staples**.

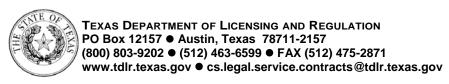
DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CASHIER'S CHECK OR MONEY ORDER.

- 1. <u>NAME</u> Write your legal name in the spaces provided. (Last, First, Middle Initial, Suffix) Examples of a suffix include Jr., Sr., and III. (Mr. is not a suffix.)
- 2. <u>DATE OF BIRTH</u> Write your birthdate.
- 3. GENDER Select whether you are male or female.
- 4. <u>SOCIAL SECURITY NUMBER</u> Social security number disclosure is required by Section 231.302(1) of the Texas Family Code in order to obtain a license. Your social security number is subject to disclosure to an agency authorized to assist in the collection of child support payments. For more information regarding child support payments, contact the Texas Attorney General at:

www.oag.state.tx.us/child/index or call (512) 460-6000 or (800) 252-8014

- MAILING ADDRESS Write your current mailing address. This is the address where we will send you mail. This address can be a post office box. You can add the zip plus-4 to help the postal service deliver mail more efficiently and accurately.
- 6. <u>PHYSICAL ADDRESS</u> Write the physical address of your residence or business. Do not use a post office box for this address.
- 7. <u>PHONE NUMBER</u> Write a telephone number, including the area code, where we can reach you during the day. This may be your office phone number where we can leave a message.
- 8. <u>EMAIL ADDRESS</u> Write your email address. Please provide your email address so the department may email license information and required notices to you. Your email address is confidential pursuant to the Texas Public Information Act, and the department will not share it with the public.
- NAME OF COMPANY Write the name of the company or companies for which you will sell or solicit legal service contracts.
- 10. <u>CRIMINAL HISTORY</u> Indicate if you have ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation. If YES, complete and attach a Criminal History Questionnaire for each offense. This form can be obtained from the TDLR website at www.tdlr.texas.gov/MISC/lic002.pdf
- 11. <u>DISCIPLINARY ACTION HISTORY</u> Indicate if you have ever had an occupational license, certification, or registration suspended, revoked, or denied in any state. If you have, complete and attach a Disciplinary Action Questionnaire for each disciplinary action. This form can be obtained from the TDLR website at www.tdlr.texas.gov/misc/Disciplinary Action Questionnaire.pdf
- 12. STATEMENT OF APPLICANT Carefully read the statement of applicant before you date and sign your application.

State law prohibits renewing a license more than once after a licensee has defaulted on a student loan guaranteed by the **Texas Guaranteed Student Loan Corporation (TGSLC)** unless the licensee has entered into a repayment agreement with TGSLC. YOU SHOULD CONTACT TGSLC BEFORE FILING THIS APPLICATION if you have defaulted on a student loan. An application or renewal may be rejected if this agency has received information from TGSLC that the applicant has defaulted on a student loan. The Texas Guaranteed Student Loan Corporation can be contacted at: **Texas Guaranteed ATTN: Collections PO Box 83100, Round Rock, TX 78683-3100, Telephone: (800) 222-6297.**



FOR-PROFIT LEGAL SERVICE CONTRACTS SALES REPRESENTATIVE REGISTRATION APPLICATION

Do Not Write Above This Line					
YOU MUST MEET ALL REQUIREMENTS WITHIN 12 M	ONTHS OF THE FIL	ING DATE, OR	THE APPLICA	TION WILL BI	TERMINATED.
APPLICATION FI	EE: \$20 (FEE IS	NON-REFU	NDABLE)		
PAYMENTS MUST BE IN THE FORM O	F A CASHIER'S CHE	CK OR MONEY	ORDER PAY	ABLE TO TDL	R
1. Name:					
	_				
Last		First	N	Middle Initial	Suffix (JR, SR, III)
2. Date of Birth:		3. Gender:		☐ Female	:
4. Social Security Number:	Year				
(See instruction sheet for disclosure information)					
5. Mailing Address: (Used to receive mail from TDLR) (PO to	box is allowed for this addr	ess)			
Number, Street Name, Suite Number/Apartment Number					
City	State			Zip Code	
Number, Street Name, Suite Number/Apartment Number					
City	State			Zip Code	
7. Phone Number:	8. Email Address	 S:			
() Area Code Phone Number	(Ex: johndoe@aol.com) See instruction sheet for disclosure information				
Name of company for which you will be selling legal service contracts:		,			
10. Have you ever been convicted of, or place misdemeanor or felony, other than a mino If YES, complete and attach a Criminal History Question	r traffic violation?	•	•	☐ Yes ☐] No
11. Have you ever had an occupational license, certification or registration suspended, revoked, or denied in any state? If YES, attach a Disciplinary Action Questionnaire to this application. (This does not include you			driver license.)	☐ Yes ☐] No
	MENT OF APPLICA		,		
I certify that I have read and will comply with all a and 16 Texas Administrative Code Chapters 57 a may result in denial of this application or revocati penalties.	applicable provisior and 60. I understar	ns of Chapters and that providir	ng false info	mation on th	is application
 Date Signed		Signature of Applicant			